

Personnel Board Meeting
Town Hall – Conference Room A
Monday, July 15, 2013 @ 7:30 PM

In attendance: T. Delaney, E. Richter, J. King – (absent: S. Crown, D. Kearns)

Approval of the Personnel Board Meeting Minutes of 6/24/13 was postponed to a subsequent meeting.

Old Business – postponed

Personnel Board Interview Requests

Veterans' Agent – no news on this; work in progress
Accounting Support Specialist

GIS Program Manager Job Offer: \$65,000 is being requested for the candidate of choice; two weeks of vacation, rather the one week, is being requested as well. DPW Commissioner Chairman Gardner said a range of salary was specified initially for this position, but the level was under what was needed. The funding exists for this salary in the budget. Over 50 individuals applied for this position.

E. Richter moved to accept the proposed salary of \$65,000 for the GIS Program manager and two weeks of vacation, seconded by J. King, Vote: 3-0.

New Business

Board of Health Administrative Assistant: The Health Agent, Leslie Whalen, is in attendance. The health agent stated that she is here to gain approval for the replacement of the Board of Health's Administrative Assistant at \$18.70/hour for at 16 hours/week. The candidate's name is Tiffany Machado, the proposed pay rate is the same as the prior individual; this would not exceed the budgeted amount. (Schedule B, Grade 4). L. Whalen said that two issues remain:

- L. Whalen stated that should the candidate ask for a pay rate higher than the \$18.70, she would have to go to the Health Board for approval, then back to the Personnel Board for approval of the higher amount. The lowest pay rate in the grade is \$15.24. L. Whalen said she has had no discussions with the candidate regarding the rate of pay.
- L. Whalen said that she met with M. Vieira, Asst. to the Town Administrator, today and he was going to share this information with the Town Administrator. She distributed a document and stated that the summation of MGL Chapter 111, Section 27, is that the Board of Health has authority to hire and fire and the legal opinion is that the specific nature of Chapter 111, Section 27 would prevail over the Personnel Board. She continued to state that this grants the Boards of Health exclusive authority over their agents and assistants. It was decided that no vote would be taken tonight and this would be deferred to Town Council. L. Whalen stated that she interprets this to mean that the Board of Health can make the decision on pay rate on their own. This decision is being postponed until a subsequent meeting. It was stated that since the Personnel Board's authority is being questioned here, the board will not vote on this decision until an opinion is obtained from Kopelman & Paige.

J. King moved to postpone the request from the Board of Health to hire an Administrative Assistant until Town Council can review the issue raised by the Health Agent, seconded by E Richter, Vote: 3-0.

8:10 pm: E. Richter, moved to adjourn, J. King seconded, Vote: 3-0